

STUDENT AID AWARENESS WORK TEAM AGENDA

April 3, 2001–1:30-3:30

DESIRED OUTCOMES-

- Agreement on leads for key priority areas
- Completed high-level action plans
- Agreement on responsibilities, tasks and activities for key priority areas
- Group tasks into roles
- Discussion and selection of operating organizational model(s)

<u>WHAT</u>	<u>HOW</u>	<u>WHO</u>	<u>WHEN</u>
START-UP-	<ul style="list-style-type: none">• Desired outcomes• Agenda	Kristine	1:30-1:35
DISCUSSION OF LEADS FOR PRIORITY AREAS AND ACTION PLAN STATUS	<ul style="list-style-type: none">• Review proposed action plans• Review and Agree on leads for priority areas• Discuss next steps	Linda Nancy	1:35-1:55
DISCUSS ROLES AND RESPONSIBILITY APPROACH, TIMELINE AND ACTION STEPS	<ul style="list-style-type: none">• Review organizational design action steps• Discuss timeline according to planned tasks• Briefly review sample deliverable	Kristine	1:55-2:10
DESIGN AND DEVELOP ROLES	<ul style="list-style-type: none">• List responsibilities, tasks and activities for priority areas• Logically group tasks into roles	Kristine	2:10-3:00
LINK ORGANIZATIONAL STRUCTURE TO ORGANIZATIONAL MODEL(S)	<ul style="list-style-type: none">• Review organizational models• Discuss current organizational structure• Agree upon desired end state	Kristine	3:00-3:20
CLOSE-	<ul style="list-style-type: none">• Agree upon next steps• Plus/Delta exercise	Kristine	3:20-3:30